STATE OF ALABAMA

Information Technology Policy

Policy 670-04_Rev B: Virus Protection

OBJECTIVE:
Protect the State of Alabama computing environment from viruses and other malicious logic.

SCOPE:
This policy applies to all users (State employees, contractors, vendors, and business partners) and administrators of State of Alabama information system resources.

RESPONSIBILITIES:
Anti-virus (AV) software shall be utilized on all devices that access State information system resources and/or data. Refer to applicable State IT Standards for AV software configuration and use requirements.

All files introduced onto computers and all incoming files from external sources, including e-mail attachments, shall be virus checked.

System Administrators shall update (automatically whenever possible) AV software with the most current virus definitions and apply program updates on all devices that provide AV services.

System Administrators and/or IT Managers shall develop written operational procedures describing how to handle infected files, how to clean infected systems, and how to verify systems as virus free.

Users shall not disable AV software.

ENFORCEMENT:
Refer to Information Technology Policy 600-00: Information Security.
http://isd.alabama.gov/policy/Policy_600-00_Information_Security.pdf

ADDITIONAL INFORMATION:
DEFINITIONS: Refer to Information Technology Dictionary
http://isd.alabama.gov/policy/IT_Dictionary.pdf

Signed by Jim Burns, Chief Information Officer

DOCUMENT HISTORY:

Version	Release Date	Comments
Original	12/12/2006	
Rev A	3/22/2007	Moved AV program requirement to AV Standard and portable media requirement to Standard 680-01S3
Rev B	4/17/2008	Removed daily scan requirement; added virus response procedures requirement